



## Electronic Recording Delivery System Statement of Understanding

(Check all that apply:)

- ☐ Single-County ERDS
  - ☐ County Recorder
- ☐ Multi-County ERDS
  - ☐ Lead County Recorder
  - ☐ Sub-County Recorder

The County Recorder, either in his or her official capacity or by delegation of said responsibility, shall be responsible for administering an ERDS, ensuring that all ERDS requirements are met and shall oversee the assignment and delegation of said responsibilities by determining the necessary resources and means.

By signing this statement of understanding, the County Recorder has read and understands the specifications as outlined in the California Code of Regulations, Title 11, Division 1, Chapter 18, Articles 1 - 9 and agrees to establish appropriate security policies and procedures, both physical and logical, maintain all documentation required for audits and local inspections to meet the requirements of the law.

I declare under penalty of perjury under the laws of the State of California that all information is true and correct.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

County \_\_\_\_\_

### Form Submission

The information on this document becomes the property of the Department of Justice and will be used by authorized personnel.

Mail to: State of California  
Department of Justice  
CJIS Operations Support Bureau  
Electronic Recording Delivery System Program  
P.O. Box 160526  
Sacramento, CA 95816-0526